

**Fremont Conservation Commission**  
**10-01-07 Minutes**



**Fremont Conservation Commission**  
**Minutes of October 1, 2007**  
**Approved October 15, 2007**

Present: Chairman Jack Karcz, Members Janice O'Brien and Tina Sturdivant, Alternate Pat deBeer and Recording Secretary Meredith Bolduc.

At 7:30 pm Chrm. Karcz opened the meeting and appointed Alt. deBeer as a voting member for this meeting.

**MINUTES**

Mbr. O'Brien made the motion to accept the minutes of the September 10, 2007 meeting as written. The motion was seconded by Mbr. Sturdivant with unanimous favorable vote.

**PRIME WETLANDS STUDY**

Chrm. Karcz reminded the Members that Mark West will attend an informal meeting with the Planning Board on October 10, 2007 at 8:30 pm to present the prime wetland study.

The Commission received a September 20, 2007 invoice #4697 in the amount of \$2,874.82 for the beginning of the final phase of the prime wet land project. This invoice reflected the adjustment for \$1,683.18 that was billed directly to NH Estuaries for finishing up the grant portion of the project. It also included the deduction of \$4,400 because the work that needed to be performed exceeded Mr. West's original estimate. The work was important enough to the study that Mr. West did it per gratis. He did not expect payment because the work exceeded the funding allocated. The Conservation Commission appreciates his dedication to performing exemplary work.

The invoice breakdown was described as:

Completion of wetland inventories at Wetlands #9, 11, & 56 on 8-31-07 =	\$400
Field evaluations and mapping on 8-31-07 & 9-01-07 =	\$880
Work on compiling data for PW Report =	\$1,440
Completed data forms and wetland evaluations for PW Report =	\$560
Field evaluations and mapping on 9-4-& 9-5-07 =	\$800
Completed data forms and wetland evaluations for PW Report =	\$560
Typed data forms, organized attachments and downloaded digital photography =	\$360
Completed wetland inventories at Wetlands #44, 45, 46 on 9-7-07 =	\$480
Worked on compiling data and completing data sheets for PW Report =	\$1,880
Completed photo documentation and narratives for PW Report =	\$640
Completed data forms, photologs and typed narrative for PW Report=	\$450
Presented results to Conservation C omission on 9-10-07 =	\$320
Color Copying Expense =	\$45

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Mileage =	\$143
Adjustment to stay within budget =	- \$4,400
Adjustment for amount billed directly to NH estuaries Project =	- \$1,683.18

Phase IIA is finished and this invoice is for a portion of phase IIB and portions of Phase IIC.

Alt. deBeer made the motion that payment in the amount of \$2,874 be made to West Environmental, Inc. and that this amount be taken from the Current Use Fund.

Motion seconded by Mbr. O'Brien with unanimous favorable vote.

#### **NATURAL RESOURCES OUTREACH COALITION (NROC)/ NRI**

Mrs. Bolduc reported that during a recent phone contact Theresa Walker agreed to submit a replacement CD of the NRI text to include the revised Oak Ridge section. It was noted that when the maps are finished the entire NRI package can be presented to the Planning Board, then moved on to Public Hearing for acceptance of the update to that section of the Master Plan.

In answer to a request by Mbr. O'Brien, Alt. deBeer agreed to submit an electronic copy of the history of Glen Oakes that she had drafted for possible inclusion in the NRI.

Chrm. Karcz reported that he signed the CTAP Discretionary Funds funding request form for the amount of \$5,000 for the Housing Chapter of the Master Plan which will be drafted by Rockingham Planning Commission.

#### **TOWN FOREST/OAK RIDGE/LOOP TRAIL**

Chrm. Karcz reported that he recently placed arrow signs at the corner of Meetinghouse and Tavern and continues to place signs at the various trails areas as needed. He reported that the Commission has received the Grant Summary Report for the Loop Trail from Bill Gegas of NHDRED. This report notes the amount granted was \$1,500, the match amount was \$475 and \$1,119 was used, leaving an available balance of \$381.

Mbr. O'Brien suggested scheduling the Boy Scouts for the beginning of November to continue working on the trail. The Members agreed and she will find out when they are available.

#### **ERLAC**

Mbr. Sturdivant related that she was not able to go to the September meeting, but reported the following:

##### Signs

The 9 primary and secondary Protected River Signs have been installed. She made the decision to put up a 2 sided sign at the Sandown Road/107 crossing, using a sign that would have been placed at the rail trail and she believes she can get another sign for the Rail Trail if the Members wanted her to. The Members agreed that they would like a sign at the Rail Trail if she can get it.

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The Commission received a September 14, 2007 invoice from Henderson Welding in the amount of \$60 for shortening signposts. Mbr. Sturdivant stated that the posts needed to be shortened and the Road Agent took the responsibility for getting that done. The Commission received a September 14, 2007 invoice from Henderson Welding in the amount of \$60 for shortening the signposts and all were in agreement to pay the invoice.

Mbr. O'Brien made the motion that payment in the amount of \$60 be made to Henderson Welding and that this amount be taken from the Conservation Projects line of the Conservation Commission Budget. Motion seconded by Alt. deBeer with unanimous favorable vote.

#### Volunteer Biological Assessment Program (VBAP)

ERLAC will be hosting a The Fall Workshop on Saturday, October 20, 2007 from 10am to noon at the Sandown Town Hall. This will feature Sally Soule from DES who will be presenting VBAP data on macroinvertebrates and water quality

#### ERLAC Members

There are no new members at this time.

Mbr. Sturdivant related that she will forward an e-message to the other Members concerning issues of water quality in Raymond.

#### **GLEN OAKES**

Chrm. Karcz reported that surveyor Tom Brouillette has been contacted by the Land Use Office. Mrs. Bolduc reported that Mr. Brouillette related in a return phone contact this afternoon that he has 5 or 6 granite markers left to place, which he anticipates doing within the next 2 weeks or so and will remit an invoice for payment when he has finished.

Mbr. O'Brien reported that during a walk to place the Credit signs and Town Forest Ordinance signs in Glen Oakes she and her husband found that a grave in the old cemetery had been dug into and they filled it back in. In reporting this to the Police Chief she found that it had already been reported and the Chief was glad that it had been filled in.

Mbr. O'Brien reported she has been trying to get the Open Space Committee members to sign up to go onto the trails in an effort to monitor the area and she has created a checklist of things to look for. There was a conversation about using a GPS to create a map of the area to give out so no one would get lost. Chrm. Karcz stated that the florescent survey tape will need to be put up soon to re-mark the boundary.

#### **NATURAL RESOURCES OUTREACH COALITION (NROC)**

Chrm. Karcz reported that the Town of Fremont hosted the September 24, 2007 RPC and CTAP Conservation Commission workshop on "How to Develop Open Space". He added that out of the 5 people who showed up 3 were from Fremont. There was a conversation relative to prioritizing for open space development. The workshop was very informal with no presentation.

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Mbr. O'Brien presented an NROC application form for the no fee new "single topic" program of assistance for communities who have previously participated in their "Dealing with Growth Program". Alt. deBeer suggested applying for a possible "creating a future public drinking water supply plan". The other Members agreed with the idea.

#### **GRANIT CONSERVATION LANDS**

Chrm. Karcz showed the Members a September 25, 2007 correspondence from Laura Deming of the NH Audubon Society stating that the Audubon is working with the UNH Complex Systems Research Center to update the GRANIT Conservation Lands database for 26 towns within the I-93 corridor at no

cost to the towns. This correspondence included a map of Fremont showing all conservation lands currently in the GRANIT Conservation Lands database, a list of data sheets with summary information for each tract managed by the Town, A Tract Data Sheet for reporting new tracts to add to the database and instructions on how to fill out the Tract Sheet. It was decided that Mrs. Bolduc would complete and submit this update.

#### **TREASURERS REPORT**

The Commission received a statement from Citizens Bank relative to the 90 day \$100,000 CD investment they authorized on August 20, 2007. The CD will mature on November 28, 2007. The current interest rate is 5.12 %. It was agreed to authorize Town Treasurer Kimberly Dunbar to reinvest this for the Conservation Commission at the best interest rate after first checking with the Members.

At 9:15 pm Mbr. O'Brien made the motion to enter into non-public session pursuant to NH RSA 91-A: 3 and 3 II (d) to discuss consideration of appraisal and acquisition of real property. The motion was seconded by Chrm. Karcz and unanimously approved 4-0.

At 9:40 pm Mbr. O'Brien made the motion to return to public session.

The motion was seconded by Mbr. Sturdivant and unanimously approved 4-0.

The only decision made during the non-public session was to schedule an informational meeting with the Selectmen to discuss the subject matter.

Mbr. O'Brien made the motion that, pursuant to NH RSA 91-A: 3 III, in as much as divulgence of the information presented likely would affect adversely the action here enclosed and render it ineffective, the minutes of the non-public session held at tonight's meeting be sealed until such time as, in the opinion of a majority of the Members of the Fremont Conservation Commission, the aforesaid circumstances no longer apply.

The motion was seconded by Alt. deBeer and unanimously approved 4-0.

#### **OFFICE EQUIPMENT**

Chrm. Karcz asked the Members if they would be willing to fund approximately \$1,000 for an LED (light emitting diode) projector to be kept in the Land Use Office and shared by all Land Use Boards for power point presentations. After some conversation it was the unanimous consensus of the Members that a projector would be very useful to all of the Boards and that the Conservation Commission purchase it using funds from the residual account.

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There was a conversation relative to the purchase of a new computer for the Land Use Office. Mrs. Bolduc stated that the HP computer currently used in the office would be used to replace the old E-Machine in the Meeting Room. She explained that a 3 ½ “ floppy disk in the only thing usable on the E-Machine as the CD Rom drive and the internal zip drive are no longer operable and the USB port will not support a stick (thumb). It is strictly used for data entry. She further said that the HP in the Land Use Office would be fine for the Meeting Room and it has an operable DVD-rom as well as a CD-writer and a stick can be used. It does have problems with the 3 ½” floppy and the external zip, which are probably caused by some incompatibility. Mrs. Bolduc stated that she has not yet researched the cost,

but would say it would probably be in the area of \$1,000 and software may or may not be included. She added that there is no need for a new printer at this time.

After a brief discussion by the Members relative to the need for reliable office equipment in the Land Use office, Alt deBeer made the motion that the Conservation Commission pay half the cost of a new computer for the Land Use Office from the current budget.

Motion seconded by Mbr. O’Brien with unanimous favorable vote.

#### **INCOMING CORRESPONDENCE**

1. Notice of the November 7 – 9, 2007 Local Government Center (LGC) Annual Conference.
2. A September 25, 2007 invitation from Heidi Carlson relative to an October 9, 2007 Volunteer Energy Committee meeting with a follow-up meeting scheduled for October 15, 2007.

Mbr. O’Brien made the motion to adjourn at 10:00 pm.

Motion seconded by Alt. deBeer with unanimous favorable vote.

Respectfully submitted,

Meredith Bolduc